



CITY OF TUKWILA

Department of Community Development

6300 Southcenter BLVD, Ste. 100 Tukwila, WA 98188

Telephone: (206) 431-3670

COMMERCIAL NEW OR ADDITIONS

Type: DEVELOPMENT

Subtype: COMM_WHS

DUPLEX

HOTEL_MOTEL

IND_MFG

INSTITUTION

MIXED USE

MULTI-FAMILY

SCHOOL

PARKING GARAGE

OTHER

The materials listed below must be submitted at the time of your application.

Please ensure your files conform to [City of Tukwila's electronic submittal standards](#) prior to upload. Files that do not meet these requirements will result in the application being deemed incomplete.

Required Documents	Attachment File Name
1. Certificate of Fire Flow from Servicing Agency or Utility District. Contact the Public Works Department at 206-433-0179 for servicing district.	Water/Fire Flow availability
2. Certificate of sewer availability. Contact the Public Works Department at 206-433-0179 for servicing district.	Sewer availability
3. Metro: Non-Residential Sewer Use Certification form.	Metro form
4. Structural calculations – include load of water-filled sprinkler piping.	Structural calculations
5. Roof Truss stamped engineer's truss package from the roof manufacturer (as applicable).	Roof truss
6. Geotechnical Soils report.	GeoTech Soils report
7. Washington State Non-Residential Energy Code Compliance form. 2021 WSEC Commercial Provisions – Compliance Forms are available online at this link .	Energy form
8. Washington State Department of Labor and Industries valid contractor's license required at the time of permit issuance or owner affidavit .	Contractor license or owner affidavit
9. Current City of Tukwila business license.	Business license

Plans – Ensure current IBC/IRC codes are clearly stated.	Attachment File Name
<p>1. Cover Sheet:</p> <ul style="list-style-type: none"> a. Index to drawings (List all drawings and sheet numbers). b. Site address and parcel number (if previously assigned) c. Legal description. d. Project description. e. Occupancy classification. f. Building area (square footage of all floors and area of work). g. Vicinity map showing location of site. 	<p>Plans:</p> <p>Lage sets may be uploaded as sections.</p> <p>Smaller sets must be combined into one file.</p>
<p>2. Site Plan (Building site plan and utility plans are to be combined):</p> <ul style="list-style-type: none"> a. North arrow b. Property lines, dimensions, setbacks, name of adjacent roads and any proposed or existing easements. c. Parking analysis of existing and proposed capacity; proposed stalls with dimensions. d. Location of driveways, parking, loading and service areas. e. Dumpster and recycle collection location, screening and area calculation. f. Limits of clearing/grading with existing and proposed topography at 2' intervals extending 5' beyond the property boundary. g. Identify erosion control measures and tree buffer protection measures. h. Identify location of sensitive area slopes 15% or greater, wetlands, watercourses and their buffers. i. Identify location and size of all significant trees and location of any sensitive areas and buffers or the shoreline zone. Identify any trees to be removed and location, size and species of any replacement trees (Title 18, City of Tukwila Zoning Code). j. Landscape plan with irrigation and existing trees to be saved by size and species. k. Location of high-water mark of the Green/Duwamish River if the site is located within 200' of the high-water mark. l. Lowest finished floor elevation (if in flood control zone). m. Exterior lighting compliance with Washington State Energy Code. n. See Public Works checklist for detailed civil/site plan information required for Public Works review. 	

3. Floor Plans: Provide floor plans, complete cross sections of wall, framing detail, door and window schedules, including egress windows, etc. Provide details of pipe, duct and vent penetrations in structure with sealing and flashing details.	
4. Building Elevations: Include dimensions of all building facades and major architectural elements; height analysis, also terrain elevations.	
5. Structural Drawings: Engineer stamped structural engineer plans and calculations, foundation plan with footing, including metal connections, anchoring, reinforcing. Foundation wall details with metal reinforcing and anchoring, framing and shear walls, with blocking, and metal connections, wall details and cross sections. Fastening schedule. Engineer stamped roof plans with details.	
6. Mechanical Drawings: <u>Separate permit required-provide for reference.</u> Provide equipment spec. sheets, floor plan with ductwork, length and sizing, diffusers sizing and air flow. Refrigeration equipment.	
7. Plumbing Drawings: <u>Separate permit required-provide for reference.</u> Provide plan view and isometric drawings of DWV and water supply. Specify all pipe sizes. Include plumbing fixture schedule and specify fixture units. Include details and specifications, fixture schedule including fixture unit. Include details and specifications for roof drains if applicable.	
8. Electrical: <u>Separate permit required-provide for reference.</u> Show emergency lighting and energy code compliance.	
Additional documents may be required	
Food service establishments: Approval of plans and final acceptance of the permit from the King County Department of Public Health is a requirement after final inspection approval of the associated permits issued by the City.	
Additional permits may be required	
Electrical, Mechanical, Plumbing, Fire, Public Works	

NOTE: All files must be PDF